

22 July 1956

MEMORANDUM FOR: Office of Logistics
Office of Personnel
Office of Communications
Management Staff ✓
Medical Staff
Office of Comptroller
Office of Security
Office of Training

SUBJECT : Daily Reports

1. In order that my office can make a required daily report on Operation Alert activities, it is requested that each DD/S component advise by telephone or a brief concise memorandum the operations accomplished in the emergency exercise.

2. This report should be submitted by 1600 hours daily. The telephone number is [REDACTED] the location of my office is Room 6, First Floor, [REDACTED].

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[REDACTED]
L. K. WILLIAMS
Deputy Director
(Support)